



Safety Management Cycle

The Safety Management Processes are SIX areas of a motor carrier's operations, laid out in a specific order, that all work together to form the Safety Management Cycle.



- **Step 1: Policies and Procedures**

- Defines the “what” and “how” of a motor carrier's operations. Policies establish the guidelines for how motor carriers and their employees behave in a given situation. Procedures explain how to accomplish policies.

- **Step 2: Roles and Responsibilities**

- Clearly defines what each employee should do to successfully implement the policies and procedures.

- **Step 3: Qualification and Hiring**

- Discusses recruiting and screening applicants to fulfill the roles and responsibilities for positions.

- **Step 4: Training and Communication**

- Outlines a motor carrier's communication of its policies, procedures, roles, and responsibilities so that everyone understands the expectations and has the adequate skills and knowledge to perform their assigned function.

- **Step 5: Monitoring and Tracking**

- Concentrates on the need to have a system in place to monitor and track employee performance that enables companies to be aware of their employees' safety performance and compliance with its policies and procedures and how they execute their roles and responsibilities. Monitoring represents the motor carrier looking at the performance of the operation, and Tracking is assessing the data collected leading to Meaningful Action.

- **Step 6: Meaningful Action**

- Gives motor carriers the tools to correct or improve employee behavior, including, for example, re-training and positive reinforcement such as rewards or bonuses, in order to improve the motor carrier's overall safety performance.